

SECTION 7. RECORDKEEPING.

339. GENERAL. Each responsible FAA office shall ensure that appropriate records are maintained and contain at least the documents listed in paragraphs 341 or 343 as appropriate.

341. FOREIGN AIR CARRIER WITH FAA ISSUED PART 129 OPERATIONS SPECIFICATIONS. The district office holding the foreign air carrier's operations specifications shall maintain the following records as appropriate for each foreign air carrier (operating aircraft of either U.S. or foreign registry, or both).

- Original application for operations specifications
- Subsequent applications for amendment of operations specifications
- Copy of original economic (permit) authority
- Subsequent economic authority
- Copy of original operations specifications
- Amended operations specifications
- Minimum Equipment List (U.S.-registered aircraft)
- Maintenance procedures or program (U.S.-registered aircraft)
- Lease agreement or written memorandum of the terms of a lease (U.S.-registered aircraft)
- Copy of application and renewal (or computerized list) for each special purpose flight crewmember certificate (U.S.-registered aircraft)
- Record of the foreign air carrier's agent for service, including name, title, address, telex, and phone numbers
- Record of the foreign air carrier's representatives, including name, title, address, telex, and phone numbers
- Record of the State's Civil Aviation Authority (or other State government official representative) including title or name, address, telex, and phone numbers

- Complaint/incident/violation history
- Correspondence
- Surveillance records (if applicable)

343. FOREIGN PERSON OPERATING A U.S.-REGISTERED AIRCRAFT OUTSIDE THE UNITED STATES. District offices responsible for the geographic area in which the foreign person or operator is located shall maintain the following records:

- Name and address of the foreign person or operator
- Minimum Equipment List (U.S.-registered aircraft)
- Maintenance procedures or program (U.S.-registered aircraft)
- Lease agreement or written memorandum of the terms of a lease (U.S.-registered aircraft)
- Copy of application and renewal (or computerized list) for each special purpose flight crewmember certificate (U.S.-registered aircraft)
- Record of the foreign person's representative, including name, title, address, telex, and phone numbers
- Record of the foreign person's agent for service, including name, title, address, telex, and phone numbers
- Record of the State's Civil Aviation Authority (or other State government official representative) including title or name, address, telex, and phone numbers
- Complaint/incident/violation history
- Correspondence
- Surveillance (if applicable)

344. - 352. RESERVED.

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